



North Sonoma Coast Fire Protection District

PO Box 386 The Sea Ranch, CA 95497

<http://nscfpd.org> - (707)785-2648

NSCFPD Board Meeting Action Summary

Monday, December 10, 2018, 6:00 p.m.

Sea Ranch North Fire Station (39250 South Highway 1, The Sea Ranch)

Assistance for the Disabled: If you are disabled in any way and need accommodation to participate in the meeting, please call the Fire Chief at 707-785-2648 at least 48 hours in advance so the necessary arrangements can be made.

Copies of Full Agenda Packet: May be requested by emailing a request to info@northsonomacoastfpd.org. A small number of paper copies of the packet will be available at the CAL FIRE station at 960 Annapolis Road prior to the meeting, and at the meeting.

Note that any times listed below are approximate. Order of items may be adjusted to accommodate time certain requirements.

- I. **CALL TO ORDER** Meeting Called to order at 6:00 P.M.
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL** Directors Aitchison, Scott, McMahan, Mueller and Pounds. Chiefs Plakos and Aitchison. Incoming Directors Gardener and Buckley.
- IV. **AMENDMENTS TO AGENDA** Closed Session was removed from the agenda. Motion to approve the amended agenda by Director McMahan and second by Director Aitchison. Approved Unanimously.
- V. **APPROVAL OF PREVIOUS MEETING MINUTES**
The minutes from the November 12, 2018 board meeting were reviewed, with motion to approve by Director McMahan and second by Director Aitchison. Motion Approved Unanimously.
- VI. **PUBLIC COMMENT ON NON-AGENDA ITEMS:** None
- VII. **CONSENT CALENDAR:** *The Consent Calendar includes routine financial and administrative actions that are usually approved by a single majority vote. There will be no discussion on these items prior to voting on the motion unless Board Members or the public request specific items be discussed and/or removed from the Consent Calendar.*
 - A. Approve recent expenditures: October Motion to approve By Director Scott and second by Director Aitchison. Motion Approved Unanimously.
- VIII. **REPORTS**
 - A. Chair Outgoing Chair Mueller reflected on the highlights of his term on the board. Chair Mueller wished the Board success in the years to come.
 - B. Chief (attached)
 - C. Treasurer (attached)

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- D. Finance Committee: Actions at the most recent meeting were reviewed.
- E. CAL FIRE: CAL FIRE Captain Spear was not in attendance. Chief Plakos reported that the seasonal Schedule B engine will downstaff on December 17th.

IX. CLOSED SESSION Cancelled.

X. DISCUSSION/ACTION ITEMS

- A. Metal Shed at Horicon: Chief Aitchison Reviewed proposed Memorandum of Understanding with the Horicon School District. Motion to approve by Director Pounds and second by Director Aitchison. Motion Approved Unanimously. **(Resolution 18-17)**
- B. Swearing in of newly elected members of the NSCFPD BOD: The oath of office is required for newly elected board members, Celeste Buckley, Jackie Gardener, and Bob Pounds, to become official board members, and this action officially ends the term of office for those leaving the board. Director Scott performed the swearing in Ceremony for each incoming Director to the Board.
- C. Election of Board Officers: Board officers are elected each year in December. Motion to appoint Director Scott to Board Chair by Director Pounds and second by Director McMahan. Motion approved unanimously. Motion to appoint Director Pounds to Vice Chair by Director Scott and second by Director Gardener. Motion approved Unanimously. Motion to Appoint Director Gardener as Board Secretary by Director McMahan and second by Director Buckley. Motion Approved Unanimously.
- D. Committee Appointments: . Motion to replace departing board members on existing committees, and to review whether each ad hoc committee should continue, made by Director McMahan, second by Director Pounds Director Buckley agreed to join Director Scott Chief Plakos, Marti Campbell and Larry Jacobs on the Finance Committee. Director Scott agreed to join Director McMahan and Chief Plakos on the ERAF committee.. Director Buckley agreed to join Director Pounds and Chief Plakos on the Lexipol Ad-Hoc. The group agreed to terminate the Institutionalizing Ad Hoc. All changes above were approved unanimously. **(Resolution 18-18)**
- E. Resolutions recognizing departing Board Members for their service. A resolution recognizing and thanking Director Mueller for his service was proposed and seconded. **(Resolution 18-19)**. A resolution recognizing and thanking Director Aitchison for her service was proposed and seconded. **(Resolution 18-20)**. Both resolutions were passed unanimously. Directors Mueller and Aitchison were presented with thank-you gifts for their service.

XI. CALENDAR LOOK-AHEAD: A column for calendar year 2019 has been added. Immediate tasks are for new directors to complete required ethics and harassment courses within 30 days.

XII. ADJOURNMENT TO NEXT MEETING Motion to adjourn the Meeting at 7:38 P.M. Director Scott and second by Director McMahan. Approved Unanimously

Next Meeting: 01/14/2019 Monday 6:00 p.m. @ North Fire Station - Regular Board Meeting

Future Meetings:

02/11/2018 Monday 6:00 p.m. @ North Fire Station - Regular Board Meeting

03/11/2019 Monday 6:00 p.m. @ North Fire Station - Regular Board Meeting